

August 18, 2011

## MINUTES

The Lake County Sheriff's Office Merit Commission met in a regular session on Thursday, August 18, 2011 at the Division of Transportation, 600 W. Winchester Road, Libertyville, Illinois, with the following:

Present: Marion Watson, Chairperson  
Dr. Donald J. Klusendorf, Vice Chairperson  
John Matijevich, Member  
Hank Bogdala, Member

Absent: Michael Miceli, Secretary

Also Present: Deputy Chief Kevin Parker  
ASA Carla Wyckoff  
Susan Rankin, Executive Secretary  
Beverly Bogdala (Guest)

Session called to order at 9:00AM by Chairperson Watson.

Minutes from the 7/21/11 regular session and 8/10/11 special session meetings were reviewed and unanimously approved on motion of John Matijevich, seconded by Hank Bogdala. Executive session minutes from 7/21/11 were reviewed in Executive session. Executive Session minutes were approved as amended. Motion from John Matijevich, seconded by Donald Klusendorf. All in favor.

A summary of Personnel Action Items was distributed and accepted and ordered placed on file on motion of Donald Klusendorf, seconded by John Matijevich.

A summary of the YTD budget was distributed and reviewed, as well as expense reports reviewed and signed. John Matijevich made a motion to approve reports as presented, seconded by Hank Bogdala. All in favor.

Review was made of the current entry and lateral transfer eligibility lists. Our current Conditional Certified Eligibility list has 27 candidates. There is one candidate on the Supplemental Transfer list. There are currently five candidates on the Certified Eligibility list.

ASA Carla Wyckoff drafted a letter on behalf of the Commission in regards to the new Illinois Credit History law that went into effect on January 1, 2011. The letter will be sent to Ryan Waller in the County Administrator's Office who works with the county's legislative strategy to inquire if local and county law enforcement agencies can be exempt from Public Act 096-1426.

ASA Wyckoff will also inquire with the county to see if a request of opinion can be sent to the Attorney General.

The Leadership Assessments for promotions were discussed. On recommendation from the Sheriff's Office, the Merit Commission Rules & Regulations 7.08 (a) (4) will not change and the Sheriff's Office will provide a Leadership Assessment each year with the Performance Evaluations for each Deputy. The Commission reviewed the outline of the current Performance Evaluations and Leadership Assessments to see the specific categories and how they are scored.

Discussion was made regarding the upcoming Sergeant Promotional testing. The date for the written exam will be Saturday, February 11, 2012 at the Round Lake Beach Civic Center. The oral interviews will be held between February 20, 2012 and February 28, 2012. The Commission would like to change the books for this round of testing. Dave Christensen from Police Consultants will work with the Sheriff's Office on the curriculum. Police Consultants will continue to administer our entry and promotional exams.

Chairperson Watson requested a motion to go into Executive session at 9:35AM pursuant to Chapter 5 of ILCS ACT 120 SECTION 2(c)(1) and Chapter 5 of ILCS SECTION 2(c)(11). Motion made by Hank Bogdala, seconded by Donald Klusendorf.

The meeting was reconvened to regular session by Chairperson Watson at 10:10AM.

Review was made of eight entry candidate applications and screening examinations. By unanimous vote, Michael Bond, Joel Farnsworth, and Joshua Gabl will continue in the testing. By unanimous vote Michael Kricke, Raymond Lockett, Scott Miller, and Benjamin Wilson were rejected. By split vote Timothy Fish will continue in the testing. The split vote was as follows.

Candidate Timothy Fish – John Matijevich, no; Hank Bogdala, yes; Don Klusendorf, yes; and Marion Watson, yes. Three yes, one no. Timothy Fish will continue in the testing.

Don Klusendorf made a motion to accept those continuing in the testing and those who were rejected. John Matijevich seconded. All in favor.

Dr. Robert Meyer met with the Commission to discuss his rationale and processes in the psychological evaluations. The Commission requested that Dr. Meyer indicate "recommended" or "not recommended" in his reports. The meeting was very beneficial and Dr. Meyer indicated he can make the requested adjustments to the reports moving forward. Dr. Meyers also answered any questions the Commission raised for him in regards to the evaluations.

Meeting adjourned on motion of Hank Bogdala, seconded by John Matijevich at 11:45AM.